

HISTORIC PRESERVATION COMMISSION

Minutes

August 10, 2006

Salisbury, North Carolina

The Historic Preservation Commission for the City of Salisbury met in regular session on Thursday, August 10, 2006, in the Council Chambers at the City Hall, 217 S. Main Street.

The meeting was called to order by the Chairman, Michael Young.

In addition to Michael Young, the following members were present: Jack Errante, Raemi Evans, Ronald Fleming, Susan Hurt, Anne Lyles, Wayne Whitman

Absent: Mike Fuller

Michael Young welcomed all persons present and read the purpose and procedure for the meeting.

Request for Certificates of Appropriateness

H-21-06 **114 W. Thomas St.** – Nathaniel Means, owner – Certificate of Appropriateness for new windows relative to application #H-52-05

Nathaniel Means was sworn to give testimony for the request.

Mr. Means testified that he had removed windows that were decayed from the structure and replaced with windows that the Commission ruled as inappropriate. He stated that he has contacted the persons suggested by Ms. Spry and received prices for wood windows but all were cost prohibitive – over \$24,000.00 for the frame alone. He testified that the windows that he had already put in cost over \$5,000.

In response to a question from the Chair who asked where the original windows were, Mr. Means said, “They were so bad I threw them away.” He confirmed that there were 17 windows.

Michael Young suggested that he continue to shop around for estimates. He said, “We need to get those windows back to the original configuration.”

Wendy Spry asked if the Mr. Means could get the Commission’s approval for the replacement with 4/4 wood windows, and allow him 6 months to get his quotes, followed with a 6-month renewal if necessary.

Michael Young ruled that the Commission could vote to approve with the stipulation that the existing vinyl windows be replaced with wood windows.

Mr. Means asked what would happen if he still finds the cost for wood windows to be too high.

Michael Young explained that the original windows were removed without a Certificate of Appropriateness and replaced with vinyl, but the windows need to be of like kind. He stated that it is the responsibility of the property owner to know what the restrictions are on his home.

Janet Gapen responded to Mr. Means when he asked how he was to know that the house was in a historic district by informing him that the most visible indications are historic district signs which are used to designate the local districts. She reemphasized the fact that it is the responsibility of the property owner to understand any zoning restrictions that apply to their property. Ms. Gapen further stated that everything possible is done to make sure property owners are aware of the districts, and named several ways in which that is done. She explained that it was very difficult to know when new ownerships transpire.

There was no one present to speak in support or opposition to the request.

Anne Lyles made the following motion: "I move that the Commission find the following facts concerning application #H-21-06 – that Nathaniel Means, owner of 114 W. Thomas St. appeared before the Commission and sought a Certificate of Appropriateness to install new windows relative to application #H-52-05, that no one appeared to support or oppose the request; this request should not be granted based on The Secretary of Interior Standards for Rehabilitation and Chapter 2 Changes to Buildings – Windows and Doors, pages 14-17, guidelines 1,2,4,5,7,11 & 15 of the Residential Historic District Design Guidelines; mitigating factors: request that Mr. Means come back within 6 months with a proposal for replacing the windows with wood 1/1 windows; therefore, I further move that a Certificate of Appropriateness for Application #H-21-06 be denied to Nathaniel Means, owner of 114 W. Thomas St. to make the changes detailed in the application."

Susan Hurt seconded the motion; all members present voted AYE.

Michael Young again explained to Mr. Means that the Commission would like for him to do a little more research and get more prices on replacing the windows with the appropriate type.

H-38-06 100 Blocks E. Fisher and S. Lee St.; and part of 200 Block E. Fisher St. – City of Salisbury, owner; Lynn Raker, applicant – Certificate of Appropriateness for improvements to streetscape, including but not limited to new brick pavers sidewalks, new pedestrian lighting, curb realignment, restoration of brick street, addition of small corner plaza, etc.

Lynn Raker, City of Salisbury Planning Division, was sworn to give testimony for the request.

Ms. Raker said she would be presenting a streetscape plan for 2 ½ blocks in the southwest district: the 100 blk. E. Fisher St., 100 blk S. Lee St., and one half of the 200 blk. of E. Fisher St. She reminded the Commission that a blanket approval had been given for the streetscape work done in the east square area in the recent past which consisted of brick sidewalks, granite curbs, and decorative street lights; however, there are some differences that need to be pointed out.

She stated that most of the differences were in the 100 block E. Fisher St. and referred commission members to the slide presentation as she described the plan which included the following:

Street Plan

- Street will be narrowed to approximately 30 ½ ft., causing the sidewalk on the north side to gain 2 ½ ft.
- 2-way traffic with parking on one side: west side – parking on south side; east side – parking on north side; total of 15 parking spaces. Parking areas may be in a different paving material such as 4” granite sets.
- Asphalt will be removed to expose the existing brick underneath, brick will be lifted and reset; the elevation will be adjusted as needed. Compatible bricks may be needed for replacement or to fill in spaces.
- Propose to have removable bollards at each end of the block so that the street can be closed down when necessary.
- Brick sidewalks – a brick color palette was presented; however the brick color will be determined after the asphalt is removed.
- Lighting
- Pole: same base style to poles previously used in other streetscape approvals except base size will be minimized to fit the narrow sidewalks; 16’ tall with tear drop style light; dark green.

Crosswalks

- Proposed for each intersection; brick

Curbing

- Granite

In response to a question from the Chair, Ms. Raker said 4” granite cubes will be used to delineate parking spaces.

Anne Lyles asked why there would be parking on both sides, to which Ms. Raker answered by saying that it was done to even out the distribution of parking and so as not to favor just one side of the street; also, to give some interest to the streets.

Ms. Raker testified that the proposed light poles are much shorter than the existing cobra light. She said it would not appear to be as tall as it actually is because of the tear drop hangover.

In response to Michael Young who asked if there would be power outlets on the light fixtures, Ms. Raker said, "yes."

Ms. Raker stated that a total of 13 parking spaces would be lost in the 100 block.

Part of the 200 block of E. Fisher St. (Plaza parking area at corner)

Slides were shown as Ms. Raker described the area as basically a square pocket park plaza, mostly paved, some plantings, and a place for future public art.

She testified that the paving materials would be brick with granite in the center area. There are 14 parking spaces, which would offset any reduction of parking in the 100 block. She informed the Commission that the city owns the property at this time; however, there has been some discussion about purchase of the property by a private developer. She said, "even if you approve this it may not be what comes to pass." If it is sold, the city would work with the developer to put parking in, and the parking spaces lost in the 100 block would be replaced. She said there would still be parking and possibly more of it but in a different configuration. It would be up to the developer to present the plans to the Commission for approval, or if the city installs parking as part of a partnership then the city would present that part of the plan.

Michael Young asked if funding was in place for this segment of the project. Ms. Raker stated that the project will be funded by a Transportation Enhancement Grant through the NC Department of Transportation.

Jack Errante stated that consideration should be given to the issue of limited parking. She agreed and explained that the street is too narrow to have 2-way traffic and parking on both sides. She said the preference of property owners is to have 2-way traffic and parking on one side or split on both sides.

Ms. Raker testified that all wooden utility poles and overhead wiring in the section of the renovation would be removed. In response to a question from Michael Young, Ms. Raker said the plan does not include as far on E. Fisher St. as the funeral home because of some major challenges in that area for overhead utilities that can not be overcome at this time.

South Lee Street

Ms. Raker informed the Commission that S. Lee St. was a part of the blanket approval for street trees, brick sidewalks, and granite curbs. She said, in response to a question from the chair, that she is still working with the landscape manager to come up with the best selection of trees.

She stated that the light poles would be the double circles which are about 1/4" wide, and will be spaced about 100 ft. apart on each side of the street. The style is standard rather than the tear drop style as will be located in the 100 block of E. Fisher.

In response to Wayne Whitman who inquired as to the lighting in the parking lot of the plaza, Ms. Raker said the lighting would be the same standard lighting as used in the other areas. She said some ground lighting would probably be used in the planting areas in the plaza.

Anne Lyles asked if there would be a fountain or the like in the center of the plaza; Ms. Raker said it would be a place for future public art which would include seating.

In response to a question from Jack Errante, Ms. Raker said there would be a few trees on Lee St. that would need to be removed, but they are trees that are not too healthy. They will be replaced with some type shade tree, she said.

Public Hearing

John Watkins, 110 Hampshire Ct., owner of Watkins Agency, was sworn to speak.

Mr. Watkins testified that his firm owns the property at 201 S. Main Street (corner S. Main & Fisher) and also 101- 111 E. Fisher St.

Mr. Watkins informed the Commission of his concerns for parking. He testified that he approves and welcomes the plans for E. Fisher St. but the parking spaces that will be lost will create a big loss in revenue for the businesses on E. Fisher St. and S. Main St. He informed the Commission that the potential parking in back of his building was no longer accessible.

Michael Young read the guidelines relative to Mr. Watkins' comments.

In response to a question from Susan Hurt who asked if the number of parking spaces was under the authority of the Commission, Janet Gapen stated that the ordinance has to be approved by City Council to change parking configuration and the balance of more or less parking would not be a decision by the Commission. Michael Young continued by saying that the only decision the Commission can make is based on the design guidelines.

Jack Thomson, Historic Salisbury Foundation, was sworn to speak in favor of the request. He stated that the design work looked really good. He commented that the area of the plaza is surrounded by structures that he hopes can be rehabilitated in the future, and reminded the Commission to remember that they do have stewardship over the structures that are within the district.

Clyde Overcash was sworn to speak. He informed the Chair that he would be speaking for the properties on the other half of the 200 block S. Lee St..

He presented a list of 50 questions.

Mr. Overcash was reminded by the Chair that the Commission could only rule on the questions which related to the design guidelines.

In response to his question pertaining to notifications to property owners, he was informed by Janet Gapen that the property owners within 100 ft. of the subject property are notified.

Mr. Overcash voiced his opinions concerning the development of the proposed parking lot.

Other concerns that could be addressed through the guidelines included the following:

- Replacement of granite curbing removed from the 100 block S. Main St.
Lynn Raker: *replacement is a part of the plan.*
- Installation of the 1860 gas light look along the 100 block E. Fisher that are consistent with the existing lights at the Firehouse and other locations.
Michael Young: *the lights have already been chosen.*
- Screening of parking lot
Wendy Spry: *parking lot should have 8 ft. Type A planting yard along the 2 perimeters.*
- Placement of chain link fence
Wendy Spry: *Ordinance does not require complete visual separation.*
- Lighting in the parking lot
Lynn Raker: *Yes*
- Garbage cans
Lynn Raker: *Do not have the funding for them, but trying to get benches and trash cans.*
- Signage for parking
Lynn Raker: *Signage will designate public parking; have not determined yet if it will be limited to 2 hours.*
- Municipal Service District for garbage pick-up, clean-up at night
Michael Young: *Yes*
- Gravel vs asphalt
Michael Young: *"Gravel in unpaved parking areas and pedestrian walkways is not appropriate."*
- Zoning
Wendy Spry: *B-5 (Central Business District)*
- Parking on Lee St.
Lynn Raker: *About 6 parking spaces have been added.*
- Vandalism
Lynn Raker: *Cannot be prevented; however, experience has proven that when an area is uplifted there is less vandalism. The materials chosen and design will not encourage vandalism.*
- Trees along Lee St.
Lynn Raker: *Part of another phase of the project.*

Jack Errante suggested that the list of questions submitted by Mr. Overcash be presented to the City Council and then review whatever is sent back to them.

Michael Young agreed and stated that he would give the list to the appropriate persons.

Susan Hurt noted that the meeting's notification was sent to the developer of the Firehouse Loft rather than the property owners.

Following a discussion of the notifications, Michael Young ruled that it would be appropriate to table the motion so that the additional property owners could be notified and have the opportunity to speak at the next meeting.

Wayne Whitman made the motion to table, seconded by Jack Errante; all members present voted AYE.

H-39-06 126 E. Henderson St. – Gene Mitchell, owner – Certificate of Appropriateness to (1) install shutters on 4 front windows as before (2) replace front damaged door with another 36" wood door (3) remove broken crank-out window on back of addition and cover with shake to match the existing shake (4) install 2 double hung (side by side) wood windows

Gene Mitchell was sworn to give testimony for the requests

Staff presented slides.

Mr. Mitchell testified that the front door of the property is in terrible disrepair. He testified that he is proposing to either put a wood door with a glass center or a 6-panel solid wood door, both from Lowe's. Drawings of each were presented.

In response to a question from Michael Young, Mr. Mitchell said the existing door was probably the original door.

The Chair ruled that the original door could not be removed but rather should be repaired. He suggested that new hardware be installed, and the use of tempered glass.

Mr. Mitchell testified that he would like to add shutters to the two front windows and two windows on the side. He said that he had no proof that there had been shutters on the house but it appeared from the notched wood that there may have been at some time. He testified that the shutters would match the existing green on the house.

Michael Young informed Mr. Mitchell that the Commission would need to see at least a picture of the proposed shutters. He said the shutters should be the appropriate size for the window.

From the slides, Mr. Mitchell pointed out a broken crank-out window located in a 1960's addition which had already been removed, prior to approval, and replaced with double hung wood windows.

Mr. Mitchell stated that the back door also needed to be replaced; however, he did not have a picture to show of the proposed door. The Chair ruled that the door could not be approved until documentation was presented.

In addition, Mr. Mitchell testified that he has removed pieces of cracked concrete that was located on a pad in the rear of the property and has added rock to create a parking area. He said the area would be completed with brick and landscaped.

At the end of Mr. Mitchell's presentation, Michael Young ruled that the request be tabled until the September meeting. He advised Mr. Mitchell of the following documentation to bring to that meeting – map of property line showing parking lot, documentation for driveway, style of wood shutters, and picture showing the back door. He was informed that Wendy Spry should approve the landscape plan before the job is started.

Susan Hurt made the motion to table; seconded by Jack Errante; all members present voted AYE.

Committee Reports

Minor works: There were no questions of the submitted minor works listing.

Old Business

Update progress on 2006-2007 Goals

Janet Gopen presented a power point presentation of the goals adopted by the Commission and presented to Council in order to show where each currently stands.

- Continue Historic Preservation Incentive Grant Program **\$ 30,000**
 \$30,000 was received
- Pursue National Register District expansions as indicated on 2001
City-wide Architectural Survey. This amount to provide local match
for state Historic Preservation Fund Grant covering up to 60% of
project costs. **\$ 20,000**
 Not funded by City Council
 Have been told to still apply for the CLG Grant covering 60%
of the cost, if the grant is awarded City Council will find the
money to match it.
- Begin posting properties for COA applications and approvals. **\$ 1,000**
 Not funded by City Council

Have talked with the sign division who can make metal signs when
needed to post for public notices.

Michael Young volunteered to work with them on the design.

- Apply to the Advisory Council on Historic Preservation for special designation as a *Preserve America* Community.
Several cycles for applying, have something about ready to submit.
- Expand Minor Works approvals to include more types of routine projects.
Commission has approved revisions to minor works.
- Seek local legislation to regulate demolitions in the Downtown Local Historic District.
Planned and on track: to have legislation that will be considered in the General Assembly in the Session that begins in January; will need to get a draft wording to the state this coming Fall.
- Seek restrictions on future demolitions in the Downtown Historic District until local legislation can be enacted.
Completed.
- Improve awareness of guidelines affecting tenants and property owners by notifying new water service customers in historic districts.
Continuance of reinforcement by reminding the customer service office.
- Improve awareness of guidelines by developing a newsletter, brochures, Access 16 announcements and other alternatives for public information.
2nd newsletter has gone out; have some sites on Access 16 which need to be expanded; brochure has been created.
- Develop guidelines for reviewing public art as part of the History & Art Trail project.
Have not done anything yet.
- Organize official city recognition and celebration of National Preservation Month
Well taken care of in May; plan to start earlier next year.
- Re-evaluate and consider changes to the Historic District Design Guidelines for signage.
Have not started yet; a lot of staff time needed. Will probably need to start later in the Fall.
- Request a City Council Liaison to the HPC.
Lower priority goal.
Michael Young stated that it would be good to have someone present when there is a touchy situation.
- Take advantage of other training and educational opportunities for members and staff.
Training requirement has been met for this fiscal year.

Michael Young announced that The North Carolina Main Street Conference will be held in January 2007 in New Bern.

Jack Errante asked about the committee that was formed to view the Design Guidelines. Janet Gapen stated that a committee was formed but what the committee needed to do was incorporated in the changes to minor works.

Revisions to the Rules of Procedure

In her explanation as to the reasons for the revisions, Janet Gapen said she had compared the Rules of Procedure to the Planning Board Rules of Procedure as well as those from other towns. She said they had not been revised since 2000 and realized that they were not completely consistent with some of the Commission's current procedures.

She then referred members to the changes to point out the needs for the revisions. She asked Commission members to review the changes and let her know if there was anything else that needed to be added or changed. They will talk about them again in the next month or so.

Michael Young, in referring to page 2, suggested that the "Meeting Purpose and Procedures" be shown as an appendix to the Rules of Procedures. Janet agreed.

Adoption of Meeting Schedule

Janet Gapen informed the Commission that the annual schedule of meetings is to be formally adopted and then placed on file with the City Clerk. Following that explanation Jack Errante made the motion to adopt the meeting schedule, Anne Lyles seconded the motion; all members present voted AYE.

Member Resignations

Janet announced that Jeff Sowers has moved to Winston –Salem and resigned from the Commission. Also, Mike Fuller has resigned because the increase in his drug store is preventing him from regularly attending the meeting.

Michael Young submitted the name of Chris McNeely for consideration as a possible at-large member.

Jack Errante spoke of the need for an architect as a member. Janet stated that she has made that appeal to the Council.

Mr. Errante asked if the quorum for the meetings would change since the Commission is now 2 members short. However, Janet stated that the quorum would not change but everyone should continue to let staff know in advance when absence from the meeting is necessary.

Minutes

The July minutes were approved upon a motion from Michael Young, seconded by Susan Hurt, and all members present voting AYE.

Adjournment

There being no other business to come before the Commission, the meeting was adjourned.

Michael Young, Chairman

Judy Jordan, Secretary